

**KENTUCKY BOARD OF LICENSURE FOR PROFESSIONAL ART THERAPISTS
MINUTES – October 20, 2011**

A regular meeting of the Board of Licensure for Professional Art Therapists was held at the Office of Occupations and Professions, 911 Leawood Drive, Frankfort, Kentucky, on October, 2011, at 1:30 p.m.

MEMBERS PRESENT

Fran Belvin, Chair
Marybeth Orton
John Sykes

OCCUPATIONS AND PROFESSIONS STAFF PRESENT

Adriana Lang, Board Administrator
Jeremy Horton, Deputy Executive Director

OTHERS PRESENT

James Grawe, Board Counsel
John Stephen, Executive Branch Ethics Commission

MEMBERS ABSENT

Tracey Meyer
Virginia Lee Alcott

CALL TO ORDER

Chair Belvin called the meeting to order at 1:30 p.m.

ETHICS TRAINING

Mr. John Steffen, Executive Director from the Executive Branch Ethics Commission spoke to the Board regarding the Executive orders 2008-454 and 2009-882 . Mr. Steffen discussed the Prohibition against Self Dealing, Obligation to disclose and abstain and Acceptance of gifts. Mr. Steffen informed the Board that (1) no member of a state policy-making or regulatory board or commission, personally or through a business of which the member owns or controls an interest of more than five percent (5%), or by any other person for the member's use or benefit (spouse), may hold or enjoy, in whole or in part, any contract, agreement, lease, sale, or purchase made, entered into, awarded, or granted by the board, commission, authority, council or committee on which he or she serves. (2) A state policy-making or regulatory board or commission member must disclose to other members of the board, commission, authority, council or committee of which he or she is a member, any direct or indirect interest in any undertaking that puts the member's personal interest in conflict with that of the board or commission on which he or she serves and if a member who is required to publicly disclose a direct or indirect interest is required to abstain from all decisions concerning his or her interest if the decision will affect him or her as a member of a business, profession, occupation, or group differently from other members of the business, profession, occupation or group. (3) Members of policy-making or regulatory boards and commissions are subject to the gift rules applicable to executive branch public servants found in KRS 11A.045(1). A board or commission member, and his or her spouse and dependent children, are prohibited from accepting gifts, including but not limited to travel expenses, meals alcoholic beverages, and honoraria, totaling a value of more than \$25.00 per source, in a single calendar year, from any person or business that is: (1) Doing business with (2) Regulated by (3) Seeking grants from (4) Involved in litigation against (5) Lobbying, or (6) Attempting to influence the actions of the board, commission, authority, or council on which the member serves. Mr. Steffen discussed the Advisory Opinion 08-16 and Advisory Opinion 09-12. No actions were taken.

LPAT Board Minutes

October 20, 2011

Page 2

MINUTES

Ms. Orton made a motion to approve the July 27, 2011 meeting minutes, as amended. The motion, seconded by Mr. Sykes, carried unanimously.

FINANCIAL REPORTS

Mr. Horton introduced the new Financial Report and provided a detailed explanation of the new format as well as the breakdown expenditures. Ms. Orton made a motion to approve the financial reports as presented. The motion, seconded by Mr. Sykes, carried unanimously.

O&P Report

Mr. Horton provided the following report:

- 1) Introduced Ms. Lang as the new Board Administrator.
- 2) Memorandum from Shannon Tivitt regarding the Office of Inspector General discontinuance of investigative service to the Boards under the Office of Occupations and Professions.
- 3) New image or suggestions for the new website should be forward to Ms. Lang so she can send it to the IT Section.

LICENSURE STATUS REPORT

Ms. Lang stated that she will query the report and send it to the Board members via e-mail.

COMPLAINTS/OTHER LEGAL MATTER

No complaints to report on at this time.

Mr. Grawe provided an update on the ongoing draft of legislations and stated that he would communicate with the Board members via e-mail throughout the legislative process.

APPROVAL OF CONTINUING EDUCATION

The Board reviewed and deferred a Continuing Education application from the Kentucky Domestic Violence Association for the 13th Annual Ending Sexual Assault and Domestic Violence Conference due to insufficient information.

OLD BUSINESS

Ms. Lang informed the Board that the letter regarding new legislations has been mailed to the schools from the lists provided by the Board members.

NEW BUSINESS

The Board scheduled the 2012 Board Meeting for January 25, April 25, July 11 and October 14. The Board Meeting will begin at 1:30 p.m. and lunch served at 1:00 p.m. All Meeting will be held at the Office of Occupations and Professions 911 Leawood Drive, Frankfort, Kentucky.

APPLICATIONS REVIEW**Renewals:**

Mr. Horton explained that Becky Hunger submitted her renewal online and she was accidentally overcharged \$300.00 instead of \$200.00. He stated that he notified the IT section of the issue and the problem is being corrected so no other licensees are overcharged in the future. The Board expressed concerns and asked staff members to have the online renewal taken down until the problem is resolved. The Board authorized staff members to issue a refund of the amount of \$100.00 to Ms. Hunger and to further issue refunds to anyone else that claims and proves that an overcharge occurred due to the online system error. Ms. Orton made a motion to approve Ms. Hunger's renewal. The motion, seconded by Mr. Sykes, carried unanimously.

APPROVAL OF TRAVEL

A motion was made by Ms. Orton to approve travel for all eligible members attending today's meeting. The motion, seconded by Mr. Sykes, carried unanimously.

NEXT MEETING

The next meeting will be January 25, 2012 at 1:30 p.m., lunch served at 1:00 p.m.

ADJOURN

Having no further business to bring before the Board, Ms. Orton made a motion to adjourn today's meeting. The motion, seconded by Mr. Sykes, carried unanimously.

Meeting adjourned at 4:50 pm.



Fran Belvin, Chair